



**PRESBYTERIAN CHURCH (U.S.A.)
CHURCH LEADERSHIP CONNECTION
100 WITHERSPOON STREET
LOUISVILLE, KY 40202-1396
Toll Free 1-888-728-7228 ext. 8550
Fax # (502) 569-5870
www.pcusa.org/clc**

MINISTRY INFORMATION FORM

Ministry ID 08913

Ministry Name: Crafton United Presbyterian Church

Mailing Address: 80 Bradford Avenue

City: Pittsburgh State : PA Zip Code: 15205

Telephone Number: 412-921-2293 Fax Number :

Email: office@craftonup.com

Website : www.craftonup.com

Congregation or Organization Size(Select one)

- Under 100 members
 101 - 250 members
 251 - 400 members
 401 - 650 members
 651 - 1000 members
 1001 - 1500 members
 More than 1500 members
 N/A

Average Worship Attendance 23



Church School Attendance 8 adult 2 children

Church School Curriculum _____

Check if certified as eligible for participation in the Seminary Debt Assistance Program

Ethnic Composition Of Congregation *(in whole %):*

Enter the percentage of each racial ethnic component of your congregation.

____ American Indian or Alaska Native

____ Asian

____ Black or African American (African Native, Caribbean)

____ Hispanic Latino/Latina, Spanish

____ Middle Eastern

____ Native Hawaiian or Other Pacific Islander

99% White

Other 1% _____

Presbytery Pittsburgh Presbytery Synod Synod of Trinity

Community Type (select one)

____ College ____ Rural ____ Suburban

____ Small City Town ____ Urban

____ Village ____ Recreation ____ Retirement

____ N/A

Clerk of Session Contact Information:

Name Brenda Withers

Address 2270 Potomac Avenue

City Pittsburgh State PA Zip Code 15216

Preferred Phone 412-651-0311 Alternate Phone _____

E-mail brenda28w@outlook.com FAX n/a



***Select below the position to be filled and the minimal number of years of experience required (e.g. no experience, first ordained call, up to 2 years, 2-5 years, 5-10 years, or above 10 years)**

<u>Years of Experience</u>	<u>Position Type</u>	<u>Years of Experience</u>	<u>Position Type</u>
2-5 years	Solo Pastor		General Assembly Staff
	Head of Staff (Multi-staff Pastor, who supervised two teaching elders and other staff)		Church Business Administrator
	Head of Staff (supervised one teaching elder and other staff)		Executive Director
	Associate Pastor (Christian Education)		Director of Music (non-ordained)
	Associate Pastor (Youth)		Minister of Music (ordained)
	Associate Pastor (Other)		Mission Co-worker (International)
	Pastor (Church Planter, New Worshipping Community)		Christian Educator (Certified)
	Pastor (Transformation/Redevelopment)		Christian Educator (non-certified)
	Pastor Interim		Administrator
	Pastor (for a designated term)		Funds Developer
	Pastor (Other Temporary i.e., Supply, Student)		Finance Manager
	Pastor, yoked/parish		Media Specialist
	Co-pastor		Communicator
	Executive Pastor		Coordinator
	Evangelist or Mission Pastor		Youth Director (non-ordained)
	Bi-vocational/Tentmaker		Other
	Chaplain		
	Pastoral Counselor		
	College/Seminary Faculty		
	Seminary Staff		
	Campus Ministry		
	General Presbyter/Executive Presbyter Presbytery Leader		
	Stated Clerk (Presbytery)		
	Synod Executive		
	Mid-Council Program Staff		



You may also specify the position title (if appropriate) Designated Pastor 2-5 years Experience

***Employment Status**

Tier 3 (24-27 hours/wk)

Full Time Part Time Open to Either
 Bi-vocational (able to provide employment through outside partnership)

Is this a yoked congregation? No Yes

(If yes, please complete the Yoked Congregation Detail Form.)

Clergy Couple (Are you open to a clergy couple?) Yes No

Certification/Training (check below the desired certification or training needed for the position):

Interim/Transitional Ministry Training	<input type="checkbox"/>	Interim Executive Presbyter Training	<input type="checkbox"/>
Certified Christian Educator	<input type="checkbox"/>	Certified Business Administrator	<input type="checkbox"/>
Certified Conflict Mediator	<input type="checkbox"/>	Clinical Pastoral Education Training	<input type="checkbox"/>
Other _____			

Language Requirements

<input checked="" type="checkbox"/> English	<input type="checkbox"/> Spanish	<input type="checkbox"/> Korean	<input type="checkbox"/> French
<input type="checkbox"/> Arabic	<input type="checkbox"/> Armenian	<input type="checkbox"/> Creole	<input type="checkbox"/> Portuguese
<input type="checkbox"/> Japanese	<input type="checkbox"/> Russian	<input type="checkbox"/> Swahili	<input type="checkbox"/> Burmese
<input type="checkbox"/> Cambodian	<input type="checkbox"/> Indonesian	<input type="checkbox"/> Laotian	<input type="checkbox"/> Thai
<input type="checkbox"/> Vietnamese	<input type="checkbox"/> Taiwanese	<input type="checkbox"/> Cantonese	<input type="checkbox"/> Mandarin Chinese
<input type="checkbox"/> Twi	<input type="checkbox"/> Sign Language	<input type="checkbox"/> _____	Other

Statement of Faith Required Yes No

Mission Statement

What is your congregation's or organization's Mission Statement? *God's Mission for Crafton United Presbyterian Church is to be a community where people grow as disciples of Jesus and Minister to those in need.*



NARRATIVE QUESTIONS

(For each narrative question, please limit your responses to no more than 1500 characters including spaces and punctuation.)

1. What is the congregation's or organization's vision for ministry? Additionally describe how this vision is lived out.

We believe that Crafton United Presbyterian Church's vision for ministry is to show the love of God to the community. The congregation sees the community as its mission field and shows the love of Jesus Christ through its faith and actions.

The church is seeking a pastor who is knowledgeable in the Bible and believes that spiritual maturity and faith are shown in the ways we serve and treat others with respect and compassion through our programs and other dealings with people with whom we come in contact. We are looking for a leader who will help us improve these programs. The church houses the Crafton/Ingram Community Food Bank, which currently serves over 100 families a month. Other current programs are the Sunday School and Bible study. Due to Covid the CAMP (Community Adult Meeting Place) program is on hold as well as the knitting group, and first-time offender therapy. AA also meets in the church every Tuesday night.

Our church is looking forward to a new beginning and a pastor who is enthusiastic about sharing our spiritual growth and opportunities to serve others. This way we can show the love of God and welcome others who want to join us in our mission.

2. How do you feel called to reach out to address the emerging needs of your community or constituency?

Crafton United Presbyterian Church strives to be a place that serves the community as well as its members. In addition to the church housing the Crafton/Ingram Food Bank, several of our members volunteer at the food bank as well. They find this service a rewarding way to serve the community. In addition to periodically helping those in need, that God has put before us, we are starting a new



Adopt a Family program. Our hope is to transfer the grace that God has provided to all of us to one family or individual in our community. As this program takes shape and hopefully grows, we look to the Lord for guidance in managing it. As our church grows, we hope to add to these efforts with additional programs as the Holy Spirit guides us.

3. How will this position help you to reach your vision and mission goals?

Our Pastor will shepherd our flock, providing guidance in our vision for spiritual growth by being a partner with us as we seek to share God's love as disciples of Christ.

We are seeking an individual who will bring enthusiasm and openly share the joy of serving God's people. Someone that is active and involved but also understands the importance of delegating responsibilities. As a partner, the pastor will be comfortable mentoring those who have gifts to share and will encourage others to step into roles of leadership. Through the teaching and sharing of the Word of God, we hope to be inspired to take more active roles and be nurtured in our ability to care for each other and for those beyond the wall of the church building. Crafton United Presbyterian church desires to become a destination for individuals and families that are looking to become involved with their spiritual growth, maturing as individuals and Soldiers of Christ.

4. Provide a description of the characteristics needed by the person who is open to being called to this congregation and/or organization.

We are looking for a Pastor:

- With a strong commitment to the church family and the community when in need*
- That has the ability to communicate across generations*
- With strong biblical knowledge of scripture, linking to current situations*
- With administrative skills to work with the administrative assistant*
- Who is a strong leader with the ability to delegate, nurture others*



- Who will honor the transitional worship service but be open to different forms of worship
- Who is Enthusiastic and will bring the Word of God to life
- Is a good listener and also easy to talk to

5. For what specific tasks, assignments, and programs areas will this person have responsibility?

The primary tasks and functions of our pastor will be to preach and teach the good news of the Bible through scripture based sermons, bible studies and Sunday school lessons; to instruct our members in how to walk closer with God in our daily lives; to demonstrate our faith throughout our community. Our pastor will minister to the sick and elderly, give pastoral counseling when needed, with the help of Session will grow our membership through outreach programs, will serve as moderator of session meetings, and take part in church ministries or projects by providing prayer, or encouragement or offering another set of hands.

OPTIONAL LINKS

Provide below any links to online information that may help call seekers understand your congregation or organization. (e.g. *organization or community websites, online newsletters, demographic information*) Please note the CLC system does not warehouse links. (Limit characters to 500)



*LEADERSHIP COMPETENCIES

(Select 10 leadership competencies from the list below that are required for the position.)

THEOLOGICAL/SPIRITUAL INTERPRETER	
X	<p>Compassionate – having the ability to suffer with others; being motivated by others pain and is called into action as advocate; is motivated by caring for others while concurrently keeping the organizational goals clearly in focus.</p>
X	<p>Hopeful – maintains stability in the moment and hope for the future; provides direction, guidance, and faith when describing basic needs; and helps followers to see a way through chaos and complexity.</p>
X	<p>Preaching and Worship Leadership: Is a consistently effective preacher and worship leader; is able to inspire from the pulpit; communicates a clear and consistent message through sermons that are carefully prepared and artfully delivered; projects the identity and character of the congregation through worship leadership presence.</p>
X	<p>Spiritual Maturity: Shows strong personal depth and spiritual grounding; demonstrates integrity by walking the talk and by responding with faithfulness of purpose; is seen by others as trustworthy and authentic; nurtures a rich spiritual life; seeks the wisdom and guidance of appropriate mentors; is able to articulate a clear and consistent theology.</p>
X	<p>Lifelong Learner – individuals who use every experience in life as a potential tool for growth; one who pursues continuing education; and those who build on strengths and seek assistance to improve weaknesses.</p>
X	<p>Teacher – creates learning environments where students are active participants as individuals and as members of collaborative groups; designs lesson plans that teach concepts, facts, and theology; effectively uses multiple learning tools to reach a wide variety of learners; revises instructional strategies based upon ministry/organization context.</p>
COMMUNICATION	
X	<p>Communicator - Advances the abilities of individuals and the organizations through active listening supported with meaningful oral and written presentation of information.</p>
X	<p>Bilingual – having the ability to use two languages, especially with equal or nearly equal fluency; able to use multiple languages in communication.</p>
X	<p>Public Communicator - Demonstrates a comfortable ease when speaking in a variety of settings (both small and large groups); is effective at addressing a variety of topics; can get messages across with the desired effect.</p>
X	<p>Media Communicator: Has experience developing materials for a variety of written or multimedia forms of communications (print, Internet-based, social media, etc.)</p>
X	<p>Technologically Savvy - the ability to navigate successfully the world of technology using software, blogging, multi-media, and websites as tools for ministry.</p>



ORGANIZATIONAL LEADERSHIP

X	<p>Advisor – an individual others turn to for counsel and guidance; provides coaching; expertise for congregations or other organizations.</p>	<p>Change Agent – having the ability to lead the change process successfully; anchoring the change in the congregation’s/organization’s vision and mission.</p>
	<p>Contextualization – the ability to assess accurately the context, environment, history, relationships and uniqueness of a congregation or organization.</p>	<p>Culturally Proficient – having solid understanding of the norms, values and common behaviors of various peoples, including direct experience working in multiple cultural and cross-cultural settings.</p>
	<p>Externally Aware - identifies and keeps informed of the polity of the church and/or the organization; maintains current with laws, regulations, policies, procedures, trends, and developments both internally and in the larger society.</p>	<p>Entrepreneurial - leaders that are creative in using resources; identifies opportunities to develop; is willing to take risks, initiates actions that involve a deliberate risk to achieve a recognized benefit or advantage.</p>
	<p>Risk Taker – persons with the ability to take appropriate risk to accomplish needed goals; one who thinks outside the box and who is not afraid of challenging the status-quo.</p>	<p>Task Manager - Assures that effective controls are developed and maintained to ensure the integrity of the organization; holds self and others accountable for rules and responsibilities; can be relied upon to ensure that projects within areas of specific responsibility are completed in a timely manner and within budget; and monitors and evaluates plans, focuses on results and measuring attainment of outcomes.</p>
	<p>Willingness to Engage Conflict: Steps up to conflicts, seeing them as opportunities; reads situations quickly; good at focused listening; can identify common ground and elicit cooperation from others in crafting mutual solutions.</p>	<p>Decision Making: Makes effective decisions, balancing analysis, wisdom, experience, and judgment; is aware of the long term implications of choices made; is generally regarded as offering solutions and suggestions that are correct and effective.</p>
	<p>Organizational Agility: Is astute about how congregations and/or organizations work; knows how to get things done through formal and informal channels; understands the importance of supporting good policy, practice, and procedure; appreciates the power in the culture of a congregation; is politically savvy.</p>	<p>Strategy and Vision: Sees ahead clearly, keeping focused on the larger picture; can anticipate future consequences and trends accurately; is future oriented; casts a compelling and inspired vision for a preferred future; sees possibility; crafts breakthrough strategies.</p>
	<p>Financial Manager – deliver results by maximizing organizational effectiveness and sustainability through the best use of available financial resources; allocates and manages finances transparently; implements strategies to achieve operational efficiencies and value for money; puts in place rigorous and comprehensive financial accountability systems.</p>	<p>Funds Developer – maintains the ability to solicit donations used to fund the budget of the organization; effectively expresses the needs for funds to potential donors; responsible for adding new potential donors to the organization’s contact list; prepares statement of planned activities and enlists support for mission initiatives.</p>
	<p>Collaboration: Has a natural orientation toward getting people to work together; shares wins and successes; fosters open dialogue; lets people finish and be responsible for their work; creates strong feelings of belonging among group members; is a good judge of talent and can accurately assess the</p>	



	strengths and limitations of others.		
INTERPERSONAL ENGAGEMENT			
X	Interpersonal Engagement - Displays a consistent ability to build solid relationships of trust and respect inside and outside of the organization; engage people, organizations, and partners in developing goals, executing plans, and delivering results; use negotiation skills and adaptability to encourage recognition of joint concerns, collaboration, and to influence the success of outcomes.		Bridge Builder – possessing a certain responsibility for the unity of the congregation and or organization; works to connect people of different cultures, worldviews, and theological positions.
	Motivator - Creates and sustains an organizational culture which permits others to provide the quality of service essential to high performance. Enables others to acquire the tools and support they need to perform well; and influences others toward a spirit of service and meaningful contributions to mission accomplishment.		Personal Resilience: Learns from adversity and failure; picks up on the need to change personal, interpersonal, and leadership behaviors; deals well with ambiguity; copes effectively with change; can decide and act without having the total picture; comfortably handles risk and uncertainty; seeks feedback; expresses personal regret when appropriate
	Initiative: Demonstrates ambition is highly motivated; is action oriented and full of energy for things seen as challenging; seizes opportunity; pushes self and others to achieve desired results.	X	Flexibility - Adapts behavior and work methods in response to new information, changing conditions, unexpected obstacles, or ambiguity; remains open to new ideas and approaches; and works concurrently on related and conflicting priorities without losing focus or attention.
	Self Differentiation: Demonstrates strong and appropriate personal boundaries in relationships; has a healthy appreciation of self, without being egotistical; is emotionally mature; can maintain a less- anxious presence in the midst of turmoil; is not overly dependent upon outside affirmation; works to build a strong personal support system.		

***COMPENSATION AND HOUSING:** *A range is needed for matching purposes. The maximum salary is not published anywhere.* Effective salary is cash salary plus housing allowance or manse value and other compensation considered “effective salary” by the Board of Pensions of the PC (U.S.A.)

See Effective Salary Definition at [Board of Pensions](#).

Minimum *Effective* Salary \$ \$25,630 Maximum *Effective* Salary_ \$25,630

Housing Type _____ Manse
 X _Housing Allowance
 _____ Open To Either (Manse or Housing Allowance)



_____Not Applicable (*For Non-pastoral Positions Only*)

***EQUAL EMPLOYMENT OPPORTUNITY**

The unity of believers in Christ is reflected in the rich diversity of the Church's membership. In Christ, by the power of the Spirit, God unites persons through baptism regardless of race, ethnicity, age, sex, disability, geography, or theological conviction. There is therefore, no place in the life of the Church for discrimination against any person. The Presbyterian Church (U.S.A.) shall guarantee full participation and representation in its worship, governance, and emerging life to all persons or groups within its membership. No member shall be denied participation or representation for any reason other than stated in this Constitution. (F-1.0403)

Each Pastor Nominating committee and Search committee is expected to undertake its search for a Teaching Elder in a manner consistent with the good news that in the church "...as many of you as were baptized into Christ have put on Christ. There is neither Jew nor Greek, there is neither slave nor free, there is neither male nor female; for you are all one in Christ Jesus."

Has the Pastor Nominating Committee and Search Committee affirmed its intention to follow the Form of Government in this regard?

Yes

No

REFERENCES (Limit 3)

Below, please list three persons who know your congregation. You might list your Presbytery leadership, a neighboring pastor, or other persons whom you believe can give a clear and accurate reference for your congregation.

Name Reverend Karl McDonald

Address 1760 Pine Hollow Road, McKees Rocks, PA 15136 _____

Phone Numbers 412-331-2863 _____

Relation Current Moderator _____

E-mail Pastorkarlmc@hotmail.com _____

Name James Stover _____

Address 170 Noble Avenue, Crafton, PA 15205 _____

Phone Numbers 412-921-0213 _____

Relation Funeral Home Owner/Director _____

E-mail jgs_morf@hotmail.com _____



Name: Louise Schoppe _____
Address 14 Peppertree Dr. Coraopolis, PA 15108 _____
Phone Numbers 412-337-8610 _____
Relation Friend of Church (Pastor) _____
E-mail schoppel@comcast.net _____

***Pastor Nominating Committee Chairperson:**

Name Connie Deichler
Address 668 Priestly Road,
City Carnegie State PA Zip Code 15106
Preferred Phone 412-805-9950
Alternate Phone _____
E-mail Address for PNC Communications (required): conniedeichler@gmail.com

TO APPLY SEND RESUMES TO:

*** Mid-council Search Committee Chairperson:**

Name Ralph Lowe
Address Pittsburgh Presbytery, 901 Allegheny Avenue
City Pittsburgh State PA Zip Code 15233
Preferred Phone 412-605-7724
Alternate Phone _____
E-mail Address to Apply for the Position: rlowe@pghpresbytery.org